PLANNING & ZONING MAILING LIST WORKSHEET FOR:

Location_____ **Map #**_____ **Lot #**_____

1. Copy of Assessor's Map may be obtained from Engineering, Room 210. Measurements in accordance with instructions from the Planning & Zoning Office are to be made on this map, drawing a circle enclosing properties involved. (Circle not needed for permits involving abutting / across street only) Planning & Zoning staff will assist in drawing the required circle.
2. List below the Assessor's Map Number, Lot # and Street Names for **all** the lots within the circle (or abutting/across street) – The Assessor's List is available in the Planning & Zoning Office.
3. You will be provided field cards in the Assessor's Office, Room 104, for the streets involved. The properties on your list can be identified by Lot # and Street involved. The proper field card will provide the House # and name of property owner which you may also list below.
4. The mailing address is penciled below the name of the property owner on the field card. If there is no penciled address, please check the Grand List to determine proper mailing address.

Map #_____

Lot #	***House #***	***Street Name***	***Name of Owner***	***Mailing Address***
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____

PLANNING & ZONING / ZONING BOARD OF APPEALS WORKSHEET FOR:

Location_____ Map #_____ Lot #_____

Map #_____

Lot #	***House #***	***Street Name***	***Name of Owner***	***Mailing Address***
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____

PLANNING & ZONING / ZONING BOARD OF APPEALS WORKSHEET FOR:

Location_____ Map #_____ Lot #_____

Map #_____

Lot #	***House #***	***Street Name***	***Name of Owner***	***Mailing Address***
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____

PLANNING & ZONING / ZONING BOARD OF APPEALS WORKSHEET FOR:

Location_____ Map #_____ Lot #_____

Map #_____

Lot #	***House #***	***Street Name***	***Name of Owner***	***Mailing Address***
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____
____	_____	_____	_____	_____